

VILLAGE OF GRAFTON
BOARD OF PUBLIC WORKS MEETING MINUTES

JANUARY 12, 2015

The Board of Public Works meeting was called to order at 6:30 p.m. by Chair Sue Meinecke.

Board members present: Trustee Sue Meinecke, Pat Murray, Les Blum, and Trustee Lisa Harbeck

Board members excused: Trustee Dave Antoine

Staff present: Director of Public Works/Village Engineer Dave Murphy, Superintendent of Public Works Gary Helm, Utility Superintendent Tim Nennig, and Administrative Assistant Melissa Depies

Others present: Thomas Krueger

HEAR PERSONS REQUESTING TO BE HEARD

None

MINUTES

Motion by Mr. Blum, seconded by Trustee Harbeck, to approve the November 10, 2014 Board of Public Works meeting minutes. Motion carried.

PUBLIC WORKS

Preliminary Assessment Resolution: Falls Road Improvements

Director of Public Works/Village Engineer Dave Murphy stated that the Village will be improving Falls Road from Blackhawk Drive to Port Washington Road. This project is assessable to Village properties and special charges will be held for Town properties when and if they annex into the Village.

The Preliminary Assessment Resolution requires a public hearing to be held and the estimated costs to be determined. This will be done after the bid opening when unit costs are determined.

Motion by Mr. Blum, seconded by Mr. Murray, to recommend the Village Board adopt a Preliminary Assessment Resolution for improvements of Falls Road from Blackhawk Drive to Port Washington Road. Motion carried.

Preliminary Assessment Resolution: Chateau Drive Sidewalk

Director of Public Works/Village Engineer Dave Murphy explained that on the south side of Chateau Drive between First Avenue and Wisconsin Avenue there are two properties

that do not have sidewalk. The Public Works Department has received complaints regarding the missing sidewalk. Therefore Mr. Murphy contacted the property owners requesting that they install the sidewalk in 2014. If the work is not completed then the Village will install the sidewalk in 2015 and special assess all associated cost. To date, the sidewalk is not completed.

Mr. Murphy explained that the sidewalk construction would be included with the 2015 Sidewalk Replacement Program. The bid documents would include alternate language so this portion of the project could be accepted or rejected on its own.

Trustee Harbeck questioned how long the Village has known about the missing sidewalk. Mr. Murphy stated that the property owners were notified of the requirement to install the walk in early spring 2014. They were notified at that time of the intent to include it in the Village project and special assess if they did not comply.

Motion by Trustee Harbeck, seconded by Mr. Murray to recommend the Village Board adopt a Preliminary Assessment Resolution for construction of sidewalk on Chateau Drive between First Avenue and Wisconsin Avenue. Motion carried.

Special Charges for Rose Street

Director of Public Works/Village Engineer Dave Murphy stated that improvements to Rose Street were completed in 2014.

The Village fully funded the project for the south half of Rose Street as well as the west 80 feet of First Avenue right-of-way. The Village will hold special charges against the property owners on the north side of Rose Street as these properties are currently in the Town of Grafton. Most items charged against these property owners were charged based on a percentage of the frontage; however, curb and gutter was charged by the linear foot. There were some construction costs that were not included in the special charge calculation, such as lowering the water main under the storm sewer, handicap ramps, and sidewalk construction, as these items do not benefit the property.

Mr. Murphy stated that these charges can be negotiated at the time of annexation to the Village.

Motion by Mr. Murray, seconded by Mr. Blum, to recommend the Village Board acceptance of the Engineer's Report for Rose Street. Motion carried.

2015 Equivalent Charges – water, sewer and road projects

Director of Public Works/Village Engineer Dave Murphy stated that this is the annual update of fees that are used to determine how much a developer will be charged when the Village installs utilities in excess of the size needed to serve their individual development for assessment purposes. The fee increase for 2014 is 2.7 percent and is based on the Engineering News-Record 20 cities cost index. I-43 Lift Station is increased 8 percent annually as set by ordinance.

Mr. Blum questioned how close these figures are to the rates that were charged for the 2014 Street Improvement Project. He wants to make sure that adjusting them annually by the ENR cost index is adequate and that the base rates do not need to be recalculated. Mr. Murphy responded that it was his opinion that the unit prices received from PTS for the 2014 Street project were somewhat elevated due to the bidding timeframe of the project. He does not believe this project would be a good comparison of costs. He agreed that the base line numbers do need to be reviewed and possibly reset at some point; however, it was Mr. Murphy's opinion that the fees were still adequate.

Thomas Krueger, 745 Overland Trail, suggested that there be a policy that the baseline fees be re-evaluated every 5 or 10 years. Mr. Murphy indicated that he reviews the fees annually and does not feel that they are out of range at this time.

Mr. Blum question if there is a definition of what is included in "Road Construction". Mr. Murphy indicated yes and gave a quick description.

Motion by Mr. Blum, seconded by Trustee Harbeck, to recommend the Village Board set the following 2015 fees: Interceptor Connection Fee Cap (per acre) - \$3,294.34, 8 inch Equivalent Sanitary Sewer Fee (per foot) - \$84.30, 8 inch Equivalent Water Main Charge (per foot) - \$68.30, Road Construction (per foot/per side) - \$205.00, I-43 Lift Station (per acre) - \$2,590.81, I-43 Sewer and Water Crossing-Water main (per acre) - \$415.71, I-43 Sewer and Water Crossing-Sanitary sewer (per acre) - \$521.16, and Equivalent Residential Connection Fee - \$897.00. Motion carried.

Report of benchmark measurements - Department of Public Works

Superintendent of Public Works Gary Helm stated that the Department of Public Works has received a forestry grant to purchase additional trees and to treat trees against the Emerald Ash Borer. In 2015 Village Crews anticipate planting an additional 200 trees and treating at least 100 trees.

Director of Public Works/Village Engineer Dave Murphy stated that the Department will try to treat at least 100 trees each year, for a total of 300 trees, until the Emerald Ash Borer is no longer a threat.

Mr. Helm stated that many Ash trees are planted in areas where the parkways are very small and the roots lift the sidewalk and curbs. These trees will be removed and replaced rather than treated.

Trustee Meinecke questioned if the goal for days to complete a work order should be changed; the goal is 5 days however it is taking approximately 11 days. Mr. Helm explained the work order system. He stated that the majority of work orders are done within 3 days of issue; however, there are certain work orders that come through that skew the numbers due to the type of work being requested, weather, time of year, etc.

WATER & WASTEWATER

Fourth Quarter – 2014 SDWA compliance results

Utility Superintendent Tim Nennig stated that the Utility completed the 4th quarter VOC sampling as required by the DNR on December 15.

Mr. Nennig provided the results of the sampling indicating that once again some raw, untreated water did show exceedances in maximum contaminant levels. Well 4 showed an exceedance of trichloroethene, and elevated level of tetrachloroethene. Well 5 showed exceedance of trichloroethene and 1,1 dichloroethene.

Mr. Nennig noted that in 2014 the stripping towers at Wells 4 and 5 were acid washed, however this maintenance did not seem to have any noticeable effect on the sampling results.

Well 6 did show elevated levels of trichloroethene; however, it did not exceed the maximum contaminant level. Mr. Nennig stated that the DNR has stated that any future and sustained VOC contaminant exceedances at Well 6 would result in the requirement that onsite VOC treatment facilities be installed and operated. The Village needs to be prepared for the possibility of adding VOC treatment facilities (stripping towers) at this well site.

Mr. Krueger questioned if the Village was still required to sample Well 6 on a quarterly basis and suggested that the DNR rules dictate that corrective action would be based on an average of a four quarter sampling. Mr. Nennig responded that he was strictly informed that just one exceedance at Well 6 would require a stripping tower.

Mr. Nennig stated that Well 6 is the most productive well in the Village producing over 1,000 gallons of water per minute.

Mr. Krueger questioned if there was land available to build a stripping tower if needed. Mr. Murphy responded that the Village owns a 75 x 75 foot area of land and negotiations are currently underway with the developer for an easement to be used by the Village for this purpose.

Mr. Nennig stated that it has been an interesting quarter. Well 5's sample results, even though there were still some exceedance for trichloroethene, were lower than they have been since June 2008. 1,1 Dichloroethene test results were the lowest reported since October 2012. Carbon tetrachloride was not detected this quarter after previous 3rd quarter testing indicated an exceedance level.

Mr. Blum questioned when a sampling of the wells at Lime Kiln Park will take place. Mr. Murphy stated that these wells are tested quarterly for both Lime Kiln Groundwater and the West Plume. Mr. Blum believed that this testing was going to be reduced from quarterly to annually. Mr. Murphy indicated that AECOM needs to get the reports to the DNR before testing can be reduced.

Report of benchmark measurements – Water and Wastewater Utility

Mr. Nennig stated that the Utility had a very good year and substantially exceeded many of the benchmark goals which he then highlighted.

Mr. Nennig noted that the Utility currently has a water main break at 17th Avenue and WIS 60. Crews are scheduled to begin repairs on January 13. Shopko reported water coming from a location between their building and the property to the south, a broken meter was discovered. The meter was housed on an outside wall in a closet. The door was closed and no heat was getting to the meter, the meter froze, and broke.

Trustee Harbeck noted that she received her card regarding the meter testing. She indicated that the amount of choices given a resident to allow access to the home is impressive, maybe even too much. Mr. Nennig noted that the Utility is re-evaluating this; however, it is a requirement that we gain access to the meters to have them maintained and tested. A huge problem is that many people now rely on cell phones and no longer have a hard line to the home and we have no way of reaching them. The Utility is currently trying paper notices, door hangers, flyers, and various other means to reach the residents. For those customers who repeatedly ignore requests for scheduling meter appointments, the Utility is considering implementation of a new enforcement policy which; if still ignored, will lead to service disconnection.

OLD BUSINESS

Ms. Depies stated that she has finally received a response from Advanced Disposal regarding the recycling tonnage issue. It has been discovered that the employee at the scale was inaccurately marking the tickets for Grafton. Advanced Disposal has pulled and reviewed all tickets for the Village from January to October, totals for trash and recycling have changed and as a result the recycling percentage has changed from 27 percent to 31 percent. We are still waiting for totals for November and December.

Mr. Blum questioned if there were any environmental issues with the last home that was razed on Beech Street. Mr. Murphy responded that there was a small amount of asbestos that needed to be removed prior to demolition.

Mr. Blum questioned the status of the Bridge Street Dam Lighting project. Mr. Murphy stated the equipment should be in by mid-February and the mock up presentation will follow.

Utility Superintendent Tim Nennig stated that the Ninth Avenue Lift Station is up and running. Startup date was December 16, and everything went very smooth, there were no significant issues.

NEW BUSINESS

Mr. Blum questioned if Falls Road will be posted with weight restrictions once the improvements are complete. Mr. Murphy indicated that it is hard to post this road as it is half in the Village and half in the Town. Mr. Helm stated that it was his belief that there

was a sign out there that said “No trucks over 9,000 tons”. The Town and the Village will need to coordinate posting the road in the future. It was also suggested that signs be installed on Cheyenne Avenue so trucks are notified before they get to that location.

Mr. Blum question if there was a “No Engine Braking” ordinance in the Village. He has heard more engine breaking in the last couple of weeks on Highway V as one enters the Village. It was noted that there was a “No Engine Breaking” sign at the Village limits.

Trustee Meinecke questioned the status of filling the Fleet Supervisor position. Mr. Murphy indicated that applications are being accepted until Friday, January 16. Applications will be reviewed and interviews will be held next week. We would like to have the position filled by February.

Mr. Murphy informed the Board Members that, Matt Tonn, a member of the Utility staff left employment with the Village to take a similar type position in Superior. Mr. Tonn’s last day with the Village was January 9.

ADJOURN

Motion by Trustee Harbeck, seconded by Mr. Murray, to adjourn the meeting at 7:32 p.m. Motion carried.